#### **IMPORTANT BEFORE YOU BEGIN**

It is important that your complaint is **SPECIFIC & ACTIONABLE**.

What does that mean?

Please include at least these three things:

- 1. **Address** where the violation occurred (contact info for homeowner or tenant, if possible)
- 2. **Name of the** *individual* responsible (business name can be included, but individual violator is most important)
- 3. Specific code violation that occurred (cite AANSI AARST standard or simply state "unlicensed individual")

Complaints that are not specific and actionable have a very low likelihood of state action. They waste resources and add cost to the system.

Please follow the remaining instructions on page 2+ of this document.

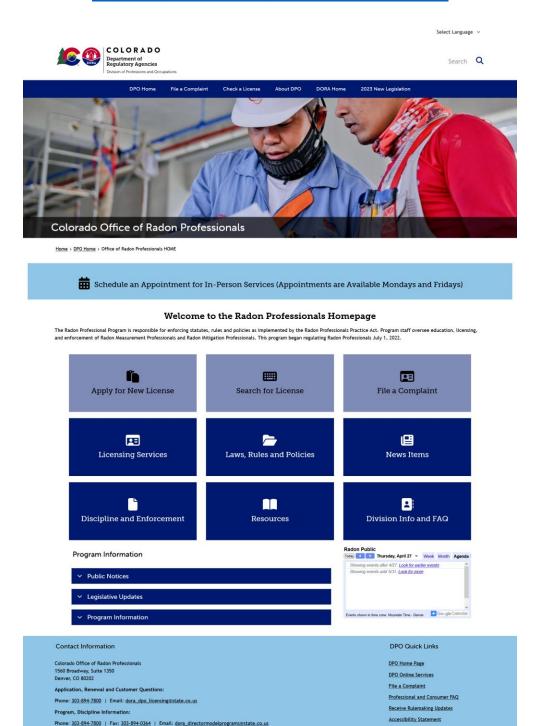
# Thank you for your service!

If you have further questions please reach out to Rocky Mountain IEA for assistance filing your complaint.

info@rockymtn.indoorenvironments.org

# **CLICK HERE TO START**

## https://dpo.colorado.gov/RadonProfessionals



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CDPHE Volunteer Mobilizer

COLORADO

## **#1. CLICK "FILE A COMPLAINT"**

Home > DPO Home > Office of Radon Professionals HOME



Schedule an Appointment for In-Person Services (Appointments are Available Mondays and Fridays)

#### Welcome to the Radon Professionals Homepage

The Radon Professional Program is responsible for enforcing statutes, rules and policies as implemented by the Radon Professionals Practice Act. Program staff oversee education, licensing, and enforcement of Radon Measurement Professionals and Radon Mitigation Professionals. This program began regulating Radon Professionals July 1, 2022.



# **#2. OK TO SKIP REGISTRATION\*; CLICK FILE A COMPLAINT**

\*REGISTRATION WILL LET YOU KEEP TRACK OF YOUR COMPLAINT

 $\underline{\text{Home}}\,$  > Division of Professions and Occupations: File a Complaint Online

## Division of Professions and Occupations: File a Complaint Online

#### Before Filing a Complaint Online

Before filing a complaint, be sure to register an account with Online Services. The benefits of registering include:

- Making it easier for the board or program to contact you if they have important follow-up questions,
- Allowing you to track the progress of your complaint, and
- Showing you the history and status of any and all complaints you have ever submitted.

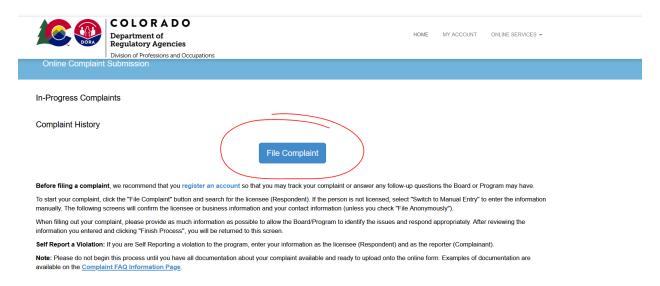


#### File a Complaint Online

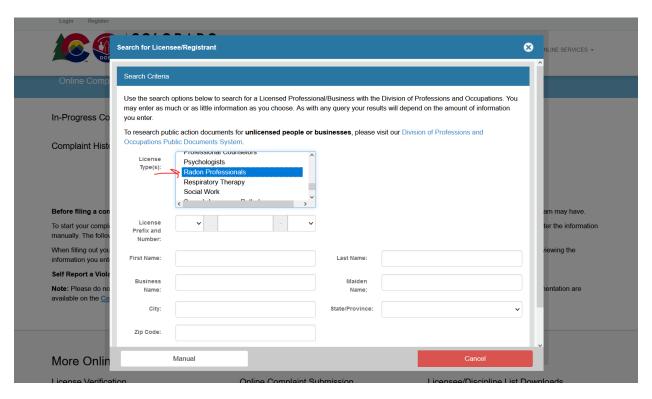
File a Complaint online now with Online Services. Online complaints are the most efficient way to guarantee all necessary information is submitted. If you would still like to submit a hard copy complaint, please access our hard copy complaint forms.

Although anonymous complaints are accepted, we encourage you to register an account or provide your contact information to help us thoroughly address the complaint. If we don't have enough information, the board or program may have to drop the complaint since we can't contact you for further information.

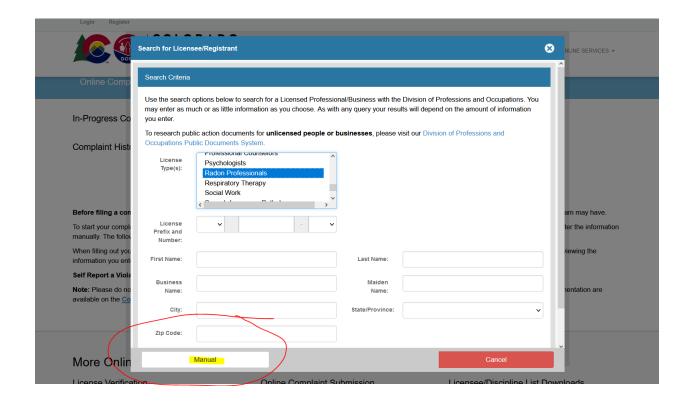
#### **#3. CLICK FILE COMPLAINT AGAIN**



# #4a. IF THEY HAVE A RADON LICENSE: FIND THE INDIVIDUAL AND ENTER THEIR INFORMATION TO CONTINUE

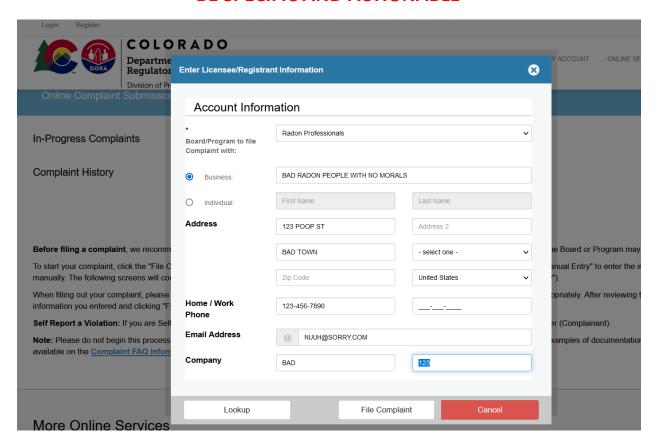


# #4b. IF THEY DO NOT OR YOU ARE UNSURE: CLICK MANUAL



## **#5. FILL OUT WHAT YOU KNOW AND COMPLETE THE COMPLAINT**

### **BE SPECIFIC AND ACTIONABLE**



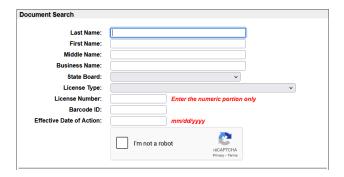
For anonymous complaints, wait 90 days and use the <u>DDMS site</u> (<u>HERE</u>) to search for information regarding the violation. This is the closest you can follow an anonymous complaint. We recommend registering to stay informed of complaint outcomes.



Division of Professions and Occupations Public Documents
Search Form

#### **Accessibility Statement**

Governors Office of Information Technology (OIT) is committed to making its information and communication technologies accessible to all individuals including those with disabilities. We are actively working to increase the accessibility and usability of all digital content. The <a href="DORA Accessibility Statement">DORA Accessibility Statement</a> provides instructions on obtaining reasonable accommodations during this technology update process.



https://www.dora.state.co.us/pls/real/DDMS\_Search\_GUI.DPO\_Search\_Form

Best of luck! Radon professionals are monitored based solely on complaints. If you see a violation, it's up to YOU to report it. Your service could save lives.

Thank you!